

**Village of Capron**  
**Business Meeting Minutes**

April 13, 2015 – 7 PM @ Capron Village Hall  
250 W. Main Street, Capron, IL 61012

**Pledge 7:00 P.M.**

**Call to Order** by President Josephine Cavaliere

**Roll Call** – Ken Hawes, Nancy Jones, Kim Gazda, Laura Pisarcik, JoAnn Cavaliere, Aaron Szeto, Nick Arps present. Anna Kuzmiak arrived 7:05 p.m. Linda Nelson, Teresa Brooks absent.

**Approval of Agenda-** Motion by Ken Hawes, 2<sup>nd</sup> by Nancy Jones to approve the agenda with the tabling of new business: fire alarm system, Dee's plumbing quote, and bathroom renovation. Voice vote: all ayes, motion passed.

**Approval of Minutes** – Approval of Business Meeting Minutes for March 09, 2015  
Approval of Committee Meeting Minutes for March 23, 2015 – Motion by Ken Hawes, Kim Gazda 2<sup>nd</sup>. Voice vote: all ayes. Motion approved.

**Approval of Bills-** Motion by Ken Hawes to approve the bills, 2<sup>nd</sup> by Kim Gazda. Ken Hawes, Nancy Jones, Anna Kuzmiak vote aye. Motion passed.

**Audience Comments** – Those who wish to address the board must sign in at the beginning of the meeting and will have **5 minutes** to speak.

**Robert Lukes - AKG Motorsport** would like to put a steel container behind their property at 141 W. Main Street for storage. Bob stated there is nothing in our codes to state they cannot have one. Aaron Szeto said we need to take a look at whether it is permanent or temporary. Aaron advised the owners should submit something to the board in writing.

**Treasurer's Report-** Laura Pisarcik

**Village Maintenance** – Sub pump at old VH went out, water in basement. Light out on Harvest Moon trail. Blue Ribbon changed bulb but still not working, could be wiring. Dave has been working on the Kabota putting sweeper on it to start gravel clean up.

**Water & Sewer** - Ken Hawes

- a. Approve Service Contract with HACH for \$4,134/year. Motion by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Kim Gazda, Ken Hawes, Anna Kuzmiak, Nancy Jones voted aye. Motion passed.
- b. Approve new floats & wiring at Shadowbrook Lift Station not to exceed \$1960. Motion by Ken Hawes, 2<sup>nd</sup> by Kim Gazda. Nancy Jones, Kim Gazda, Ken Hawes, Anna Kuzmiak vote aye. Motion passed.
- c.

**Streets & Sidewalks** – Nancy Jones.

- a. Discuss/Approve Collin's to help with gravel clean-up @ \$250/hour. 1 man to drive truck, 1 man to use the vacuum. Dave and Travis would help get the stones swept out of the ditch to street. We could rent a truck ourselves from Island Lake for \$1,000/day vs. Collins coming with their truck for \$250/hour estimated at 1 ½ days. Nancy Jones made the motion to hire Collins, Ken Hawes seconded it. Nancy Jones, Ken Hawes, Anna Kuzmiak, Kim Gazda. Motion passed.

**Finance & Personnel** –

**Ad-Hoc Committee –**

- a. Approve Spring Clean-Up April 18, 2015. Motion to approve Spring Clean up, 2<sup>nd</sup> by Ken Hawes. Voice vote: all ayes. Motion approved.
- b. Consensus on Jewelry Fund Raiser & using VH Meeting Room. 20% of what is sold will go to the Community Events Fund. Consensus of the board was to approve.

**Zoning & Ordinance – Kim Gazda**

- a. Approve Code Enforcer hours up to 30 if needed. Motion by Kim Gazda, 2<sup>nd</sup> by Ken Hawes. Nancy Jones, Ken Hawes, Anna Kuzmiak, Kim Gazda voted aye. Motion passed.

**Planning & Development – Vacant**

**Community Relations & Health – Anna Kuzmiak**

**Village Engineer – Nick Arps**

- a. 4 way stop @ Ogden & 4<sup>th</sup> St. – Speeders down 4<sup>th</sup> street. An engineering study would need to be done to see if warrants the need. Crash data (5 accidents per year) needed and traffic volume to see if warrants a stop sign. 200-300/hr during an 8 hour period vehicles would be required. Nick's recommendation is that this area doesn't warrant the need for a 4 way stop so don't spend the money.
- b. Bike Trail cross walk – Nick recommends we approach IDOT when they are working in the area to be cost effective to get the cross walk stripped. The Village could spend money to hire a contractor to stripe the crosswalk. Because it would be under \$20,000 just need to get quotes. Nick doesn't recommend spending the money at this time. Ken Hawes suggested the Conservation District should pain the stripes, but Nancy Jones checked with them and they said no, they have no money.
- c. 173 Speed Limit reduction through town. State doesn't like to go less than 30mph unless extenuating situations like parking downtown, we park parallel so don't apply to us.

**Village Attorney – Aaron Szeto**

**Village President – JoAnn Cavaliere**

- a. Approval of Ordinance to lease the ATM machine. Motion to approve Ordinance 15-02 to lease the ATM Machine by Nancy Jones, 2<sup>nd</sup> by Ken Hawes. Kim Gazda, Anna Kuzmiak, Ken Hawes, Nancy Jones voted aye. Motion passed.
- b. Approve Ordinance raising w/s rates 6%. Motion to approve Ordinance 15-03 by Nancy Jones, 2<sup>nd</sup> by Ken Hawes. Nancy Jones, Kim Gazda, Ken Hawes, Anna Kuzmiak voted aye. Motion passed.

**Unfinished Business –** Ken Hawes asked if Dave is working on the trash pump or getting mowers ready for mowing season? Nancy Jones said "its in the works".

**New Business –**

- a. Nancy Jones: Discuss/Approve Snow blower repair so they can put it back together and it will be ready for next winter. (Approximately \$350.) Motion by Kim Gazda, 2<sup>nd</sup> by Ken Hawes. Nancy Jones, Kim Gazda, Anna Kuzmiak, Ken Hawes vote aye. Motion passed.
- ~~b. Nancy Jones: Discuss/Approve Fire Alarm System. Mandatory. (\$9760)~~

- c. Discuss Employee cell phones. Currently the employee cell phones are costing approx.. \$30/mo. for each. Some of stated they don't wish to carry 2 phones so it was suggested that the employees get \$30 to use their personal phones. Robert Lukes prefers to use separate phone for business as he deals with the public. Consensus is to allow employee to use personal phone and get \$30/mo. towards their personal bill. Next business meeting for voting
- d. Discuss/Approve outside signage not to exceed \$600. One quote was \$1600, this one under \$600. Motion to approve signage not to exceed \$600 by Ken Hawes, 2<sup>nd</sup> by Kim Gazda. Anna Kuzmiak, Kim Gazda, Nancy Jones, Ken Hawes voted aye. Motion passed.
- ~~e. Discuss/Approve higher toilet & grab bars in restroom not to exceed \$480.~~
- ~~f. Ken Hawes: Dee's Plumbing quote bbox repairs~~

**Motion to enter into Executive Session** by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Kim Gazda, Anna Kuzmiak, Ken Hawes voted aye. Motion passed.

**EXECUTIVE SESSION: 7:45 p.m.**

- 1) Pursuant to 5 ILCS 120/2 (c) (1) of the Illinois Open Meetings Act to discuss personnel issues regarding specific employees.

**Motion to exit out of Executive Session & go back to Open Session** by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Voice vote: all ayes. Motion passed. **7:55 p.m.**

**Roll Call:** Nancy Jones, Ken Hawes, Anna Kuzmiak, Kim Gazda, JoAnn Cavaliere, Laura Pisarcik, Aaron Szeto present. Linda Nelson, Teresa Brooks, Nick Arps absent.

**APPROVAL of Employee Reviews** – Motion to approve Linda's review and a .50 raise by Ken Hawes, 2<sup>nd</sup> by Kim Gazda. Anna Kuzmiak, Kim Gazda, Nancy Jones, Ken Hawes voted aye. Motion Passed. Motion to approve Teresa's review by Ken Hawes, 2<sup>nd</sup> by Kim Gazda. Nancy Jones, Ken Hawes, Kim Gazda, Anna Kuzmiak voted aye. Motion passed.

**Adjournment** – Motion to adjourn by Ken Hawes, 2<sup>nd</sup> by Nancy Jones. Voice vote: all ayes. Meeting adjourned at **7:59 p.m.**